

MARTIN DAVIS CONSULTING

**590 W. Division Ave.
Hermiston, OR 97838**

Phone 541-567-6590

Fax 541-564-0430

August 26, 1996

Joe Garlitz
City Administrator
PO Box 128
Elgin, OR 97827

Dear Joe:

Although it has been several years since we have had the opportunity to work together, I hope that you remember our relationship, when I was with O.E.D.D., as productive and successful. Since that time I have been the general manager for a manufacturing company in eastern Oregon and have now decided to strike out on my own as a business and community development consultant. This career change will allow me to do what I have found I really enjoyed, helping the communities and the businesses in them in our part of the state, and to utilize the skills that I have acquired by working with state government and through my experience and training in the private sector.

I know that state, federal and local resources have been shrinking since I left the department and it has become apparent that we will have to do more to help ourselves. It will now become necessary for the private sector to perform many of the activities that were, in the past, the duties of your regional representatives. Because of the ongoing needs of both our communities and local area businesses, I am enclosing my resume in hopes that I will be able to be of assistance to you or others in your community. I fully recognize that cost, in many cases, is a big concern. In order to address that issue, I have decided to work on either an hourly basis or on a project fee basis. This should give the client the best value and it can be determined in preliminary meetings what the best structure is for the individual engagement.

I am looking forward to hearing from you regarding how I may be of service to either the city or the business' that you deal with.

Best regards,



G. Martin Davis

MARTIN DAVIS BUSINESS CONSULTING

590 W. Division Ave.
Hermiston, Or 97838

Phone (541) 567-6590
Fax (541) 564-0430

RESUME

- QUALIFICATIONS**
- * Branch Manager and Commercial Loan Officer for an eastern Oregon based commercial bank.
 - * Chief Operating Officer for an exporter of irrigation and related equipment
 - * Regional Business Development Officer for the Oregon Economic Development Department
 - * General Manager for an eastern Oregon based manufacturer of electronic
 - * Owner/Manager of a retail business

- ACHEIVEMENTS**
- * Developed and administered a \$7,000,000 loan portfolio for a bank branch located in Umatilla, Oregon.
 - * Spearhead banks marketing effort that increased loan volume 66% in eighteen months in Pendleton, Oregon
 - * Managed financial affairs, including letters of credit, and negotiated purchase contracts for exporting company
 - * Recruited new business, both national and international firms, and assisted existing businesses grow and expand using conventional and government financing programs, including SBA, OBDF and local revolving loan funds.
 - * Managed a nationally recognized manufacturing company through a period of 20% growth in sales, while orchestrating a major R&D project.

- EXPERIENCE**
- * 1974-1983 Worked up from operations officer to branch manager/commercial loan officer at Inland Empire Bank's Umatilla Branch.
 - * 1984-1985 C.O.O. for Hopes Exports, Inc.
 - * 1986-1989 Asst. Manager/Business Development Officer for Inland Empire Bank in Pendleton.
 - * 1989-1990 Sales/Marketing Manager for Selectric, Inc. in Umatilla, Or.
 - * 1990-1993 Regional Business Development Officer for the Oregon Economic Development Department for eastern Oregon region.
 - * 1993-1996 General Manager of Selectric, Inc. in Umatilla, Or.